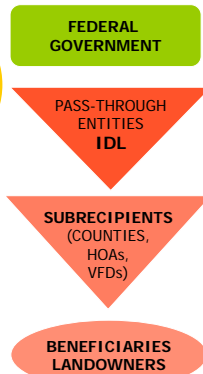


FEDERAL GRANTS

AN OVERVIEW

PEGGY GRISWOLD
FEDERAL GRANT
FINANCE TECHNICIAN
IDAHO DEPARTMENT OF LANDS

MONEY TRAIL



FEDERAL GOVERNMENT

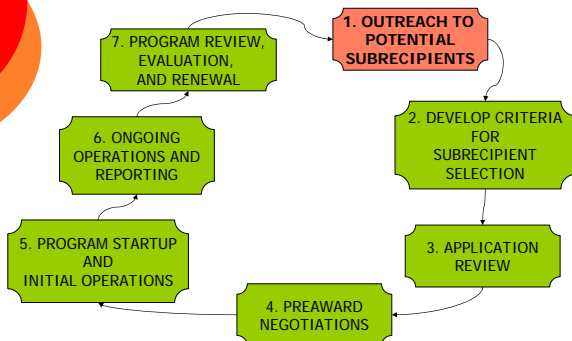
PASS-THROUGH ENTITIES IDL

SUBRECIPIENTS (COUNTIES, HOAs, VFDs)

BENEFICIARIES LANDOWNERS

PAPERWORK TRAIL

THE SUB-AWARD PROCESS



OMB CIRCULARS

INSTITUTIONS	ADMIN	COST PRINCIPLES	AUDITS
STATE AND LOCAL GOVT. AND TRIBES	AWARDING FEDERAL AGENCY ADMIN. REGS. IMPLEMENTING A-102	A-87	A-133
NONPROFITS	AWARDING FEDERAL AGENCY ADMIN. REGS IMPLEMENTING 2 CFR PART 215	A-122	
COLLEGES AND UNIVERSITIES		A-21	
HOSPITALS		45 CFR PART 74 APPENDIX E	
FOR-PROFITS		48 CFR 31.2	A-133 § .210(e)

OMB CIRCULARS

- A-87
www.whitehouse.gov/omb/circulars/a87/print/a87.html
- A-122
www.whitehouse.gov/omb/circulars/a122/print/a122.html
- A-133
www.whitehouse.gov/omb/circulars/a133/print/a133.html
- 2 CFR Part 215
www.whitehouse.gov/omb/grants/index.html

PRE-AWARD DOCUMENTS

- APPLICATION
- PROGRAM GUIDELINES
- COST-SHARE/MATCH DOCUMENTS
- DEVIATIONS
- PRE-AWARD SITE VISIT REPORT
- PROPOSED BUDGET INFO., WORKSHEETS, AND NARRATIVE
- BUDGET REVIEW CHECK LIST



APPLICATION GUIDELINES

- OBJECTIVES AND NEED FOR ASSISTANCE
- RESULTS OR BENEFITS EXPECTED
- APPROACH
- GEOGRAPHIC LOCATION
 - INCLUDE LATITUDE AND LONGITUDE



COSTS

- ALLOWABLE
- UNUSUAL
- PROHIBITED



COST CATEGORIES

- DIRECT LABOR
- TRAVEL
- MATERIALS – SUPPLIES, OPERATIONAL COSTS, NON-CAPITAL EQUIPMENT
- CONTRACTS
- MATCH – CASH, IN-KIND, CALCULATING MATCH
- VOLUNTEERS

NARRATIVES

- ESTIMATED NUMBER OF UNITS TO BE TREATED
- ESTIMATED COST PER UNIT
- PROPOSED TIMELINE FOR PROJECT IMPLEMENTATION
- EXPLANATION OF COST CALCULATION
- PROBLEMS AND CONCERNS ANTICIPATED
- CONTACTS

PROJECT BUDGETS

- PERSONNEL
- TRAVEL
- MATERIAL, SUPPLIES, AND NON-CAPITOL EQUIPMENT
- CONTRACTS
- OTHER, MISC.
- INDIRECT COSTS
- SUBRECIPIENT MATCH

PROPOSED PROJECT BUDGET			
USE THE FOLLOWING FORMAT TO DOCUMENT THE PROJECT BUDGET. THE BUDGET MUST SHOW THE PLANNED EXPENDITURE OF BOTH GRANT FUNDS AND MATCHING SHARE.			
CATEGORY	DESCRIPTION	GRANT FUNDS	APPLICANT MATCH
PERSONNEL	TITLE: PROJECT COORDINATOR SALARY/WAGE: \$10.50/HR PERIOD: 52 WEEKS	\$4,056.00	
TRAVEL	PURPOSE: HFT CONFERENCE MODE: PERSONAL VEHICLE LODGING/MEALS: \$75.00 TOTAL: \$130.75	\$130.00	
CONTRACTS	SERVICE: CUTTING, PILING, HAULING CONTRACT AMT.: \$8,280.00	\$8,280.00	
OTHER	SERVICE: CONSULTING CONTRACT AMT.: \$2,340.00	\$2,340.00	
OTHER	DESCRIPTION: NEWSLETTER AMOUNT: \$84.00	\$195.00	
VOLUNTEERS	DESCRIPTION: POSTAGE AMOUNT: \$111.00		
	TITLE: FIELD WORKER WAGE: 201 HRS X \$ 9.25 /HR PERIOD: TOTAL PROJECT		\$1,850.00
TOTALS		\$15,000.00	\$1,850.00
ATTACH DOCUMENTATION (RESUME, CERTIFICATIONS, ETC.) FOR ALL STAFF THAT WILL BE ASSOCIATED WITH THIS PROJECT.			
EXAMPLE: AWARD: \$10,000 MATCH: 10% (\$1,000.00) MINIMUM			

POST-AWARD DOCUMENTS

- AD 1047
- AD 1049
- ANNUAL WORK PLANS
- APPEAL DOCUMENT
- AUDIT REPORTS
- BUDGET UPDATES
- CLOSEOUT DOCUMENTS
- CONTRACTS
- CORRESPONDENCE
- DEVIATIONS
- DISALLOWANCES
- DOCUMENT RETENTION
- FINANCIAL STATUS REPORTS
- MEMORANDUM OF UNDERSTANDING (MOU)
- PROGRESS REPORTS
- POST-AWARD PROJECT AMENDMENTS
- POSTAWARD SITE VISITATION REPORTS
- RECORD KEEPING
- SF-LLL CERTIFICATION REGARDING LOBBYING
- SUBGRANTS/ AGREEMENTS
- SUBRECIPIENT ASSESSMENT FORM
- W-9
- WORKMAN'S COMP/LIABILITY INSURANCE



THANK YOU.....

○ PEGGY GRISWOLD
IDAHO DEPARTMENT OF LANDS
3780 INDUSTRIAL AVE. S.
COEUR D'ALENE, ID 83815

208-666-8677
pgriswold@idl.state.id.us
